

TOWN OF SUMMERVILLE PARKS & RECREATION Wedding Permit Application

Wedding ceremonies are held in the Gazebos **only**. Wedding ceremonies are to be small, with a maximum of 20 people.

You may provide seating for guests, however, additional equipment, such as sound systems, vehicles, tents, and tables are **not** allowed.

Receptions are **not** allowed in the park area. However, the Cuthbert Community Center may be rented (additional fees apply).

Seasonal flowering annuals are planted around the gazebos and other areas in the park. They are replanted in May and November. As a result, the appearance of these areas may not be the same as when you reserve its use. To qualify for a Town of Summerville Resident's rate, the applicant **must** live within the incorporated limits of the Town of Summerville.

<u>Rental Fees:</u>	<u>Resident</u>	<u>Non-Resident</u>
Non-Refundable	\$25.00	\$300.00
Refundable Security Deposit	<u>\$75.00</u>	<u>\$75.00</u>
Total	\$100.00	\$375.00

Fees may be paid over the phone via credit card and/or in person at the Parks and Recreation office located at 515 W. Boundary St, during normal business hours or by mail to the below address-

**Town of Summerville
Parks & Recreation
200 S. Main St.
Summerville, SC 29483**

Note: Gazebos will not be reserved until all the rental fee/deposit has been paid in full.

Gazebos are rented in two-hour increments. Reservations are made upon receipt of Wedding Permit Application and full payment of rental fees. Partial payments will not be accepted.

Refund of Security Deposit: Security Deposit will be processed for refund after inspection of gazebo and immediate surrounding area for damage and litter. After processing, refund is issued by check and mailed within (10) ten business days.

Cancellation: Refund will be issued if cancellation is made by 3:00PM at least two (2) business days prior to the reserved event. Failure to notify staff of cancellation within the time specified will result in forfeiture of the total rental fee.

Release and Indemnification

In consideration for being permitted to use the facilities of the Town of Summerville, Applicant agrees to indemnify, release and hold harmless the Town of Summerville, its officers, employees and insurers from and against all liability, claims and demands which are incurred, made or brought by any person or entity on account of damage, loss or injury, including, without limitation, claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever which arise out of or are in any manner connected with the use of the facilities whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the Town of Summerville, its officers, its employees, or from any other cause whatsoever.